



# Volunteering

## Information Pack

Information about Survivors' Network, our services and what is involved in volunteering with us.

Please find and complete the accompanying application form if you would like to volunteer with us.

*“Thank you for having me volunteer at Survivors' Network. I have thoroughly enjoyed all aspects of it – the training, working with the team, and also I have enjoyed volunteering with the women. I often come away from a drop-in shift feeling inspired and moved by some of the women's stories and conversations at the drop-in. It is a truly wonderful charity.”*

*Volunteer*

Updated October 2018

## Drop-in / Helpline Volunteer Information Pack

---

### Background to Survivors' Network as an Organisation

Survivors' Network was established in 1990 by women survivors of childhood sexual abuse to provide services that would support other women and girl survivors of childhood sexual abuse. In 2009 we became the Rape Crisis Centre for Sussex and we now offer a range of specialist services to survivors of any gender who have experienced any form of sexual violence, at any point in their lives. Survivors' Network adopts a feminist perspective that recognises that sexual violence is a crime of violence and abuse of power, and that it is the cause and consequence of gender inequality.

### Survivors' Network Mission

We are dedicated to raising awareness of and eliminating all forms of violence against women. We work to empower women to make choices and achieve the life they want.

Survivors' Network aims to:

- Provide relevant and accessible services, for self-identifying women who have experienced sexual violence or abuse
- Offer a high-quality service with a strong emphasis on empowerment and self-help
- Raise the awareness of individuals, professionals and the wider community to issues around sexual violence and abuse
- Contribute to the prevention of the current and future abuse of girls and women
- Work within an equal opportunities framework

### Survivors' Network Organisational Structure

The Charity is governed by the Board of Trustees, which is made up of representatives from the local community. They bring their expertise from a variety of sectors. Survivors' Network employs 17 paid staff and around 30 volunteers.

---

### Survivors' Network services

Our specialist services are:

- Confidential
- Free at the point of access
- Non-judgmental
- Provided from a women-centred perspective
- Provided in a self-identifying women-only space
- Survivor-led and focused

## Volunteer-led Services

There are lots of volunteering opportunities at Survivors' Network, and everyone starts on the drop-in and helpline. After 6-12 months experience on the core service, there will then be opportunities to branch out into other areas, for example: helping in the office, promoting our services, assisting in delivering workshops, and more.

**Drop-in:** an informal, free, peer support service for self-identifying women survivors of sexual violence. We offer a safe, welcoming space for women to talk to each other, chat with a volunteer, do art or just sit and drink tea. It is facilitated by three female volunteers. There is no fixed programme for this drop-in, just friendly people, book lending, information, tea and coffee.

The drop-in takes place at the following times:

### **Brighton**

Mondays 7pm-9pm

Thursdays 7pm-9pm

Third Friday of the month 11am-1pm

### **Eastbourne**

Second Thursday of the month 1:30pm-3pm

*"The Drop-in shift I did was really beautiful and inspiring. Seeing the women empowering and supporting each other at their different stages was very special." (Volunteer)*

**Helpline:** it offers emotional and practical support to self-identifying female survivors of sexual violence (14+) and their supporters (including professionals, friends, partners of any gender). The helpline is open 7pm – 9pm on Wednesdays and is facilitated by three female volunteers, who run a phone line 01273 720110. The helpline is run out of our office in central Brighton.

Please note that our Volunteer-led services volunteer opportunities are open to self-identifying women only (exempt under the Equality Act 2010, Schedule 9, Part 1), and that these volunteer roles are exempt from the rehabilitation of offenders act 1974 and **subject to enhanced DBS checks.**

## Drop-in and Helpline Volunteer Role Description

**Accountable to:** Volunteer-led Services Coordinator – Katie Cotterell-Snow

**Location of position:** Survivors Network, 6A Pavilion Buildings, Brighton

**Shift Times:**

*(volunteers are required to arrive 30 mins before the opening time and stay for 30 minutes afterwards)*

**Brighton**

Mondays 6:30pm-9:30pm

Wednesdays 6:30pm-9:30pm

Thursdays 6:30pm-9:30pm

Third Friday of the month 10:30am-1:30pm

**Eastbourne**

Second Thursday of the month 1pm-3:30pm

Alongside your fellow volunteers, you will provide emotional support and practical information on the phone and face-to-face (drop-in), to self-identifying women (aged 14+) who have experienced any form of sexual violence and abuse, at any point in their life. The helpline is also open to supporters of any gender. We offer safe, non-judgemental support and offer empathy and understanding to those who contact us.

**Minimum Age:** 21 years

**Time commitment:** 6 hours per month (2 shifts chosen on a rota basis) plus 2 hours monthly supervision. Supervision for volunteers on the Brighton-based service takes place at the following times: first Tuesday of every month, either 5.30-7.30pm or 7pm-9pm; second Tuesday of the month 5-7pm. For volunteers on the Eastbourne-based service this will be confirmed on completion of training.

You are expected to commit to the Drop-in and Helpline services for at least one year from the end of your training.

**We regret to inform that our offices are not wheelchair accessible.**

### Person Specification

You will need to:

- ✓ Be committed to the feminist and empowerment ethos of the organisation
- ✓ Be non-judgemental
- ✓ Be respectful
- ✓ Able to work as a team member
- ✓ Have good listening and communication skills
- ✓ Be reliable
- ✓ Be able to acknowledge and manage own emotional needs, and a willingness to explore personal issues and face personal change
- ✓ Not have used our services for at least 2 years
- ✓ Have IT skills (particularly, be confident in using, email and filling out online forms)
- ✓ Be able to maintain boundaries and confidentiality, and invest time to familiarise yourself and adhere to the organisation's policies and procedures

Knowledge and experience of working with client group is desirable, but not essential, as full training will be given.

---

## Expenses

Please note that expenses, such as transport costs and a contribution towards child care costs, will be paid to all volunteers once they have passed the training course, up to a maximum of £10. Receipts must be provided. We are unable to pay for expenses without attached receipts.

## Support

You will receive face-to-face monthly group supervision from our offices in Brighton, facilitated by a counsellor. You will also receive regular support, advice and guidance, from your co-ordinator as well as email updates on organisational activities. Volunteers applying to work with Survivors' Network must also have a clear understanding of their motivations, professional and personal boundaries and any potential triggers.

**Our organisation is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and expects all staff, volunteers and other post holders to share this commitment. For more details about your rights and responsibilities, please read our Volunteer Policy: [http://www.survivorsnetwork.org.uk/47/About\\_Us/Policies.aspx](http://www.survivorsnetwork.org.uk/47/About_Us/Policies.aspx)**